

Washburn High School Job Shadow Student Preparation
Log on to www.RUReadyND.com using your portfolio ID and password.

Name _____ Occupation _____

Due Date _____ Supervisor initials _____

This activity is designed to prepare you to be an active participant during your job shadow experience. Complete this in its entirety, have it initialed by your school counselor or job shadow coordinator (supervisor), put it in your folder, and take it with you for the job shadow.

- 1) From the **Home Page** of **Choices Planner** click on the blue **“WORK”** tab. Type job title into the **“Search”** box; read **“What They Do”** and in two or three sentences, **describe** what people in this occupation do on the job.

- 2) **List** at least three typical tasks performed by workers in this occupation.
 - a)
 - b)
 - c)

- 3) Click on the **LEARN** tab and click on **SCHOOL FINDER**; click on Programs Offered, click on the career cluster of interest to you, click on the program group or specific program, then scroll down to click on the appropriate degree. **Describe** the education, certifications, and/or licenses required for entrance into this occupation. Also indicate two or three postsecondary institutions at which the required education can be obtained.

- 4) After reading about the occupation, **circle** the most important basic skills (and indicate the necessary levels; low, medium, or high) you think are needed to perform this occupation.

Reading (L, M, H)
Active Listening (L, M, H)
Writing (L, M, H)
Speaking (L, M, H)
Mathematics (L, M, H)

Science (L, M, H)
Critical Thinking (L, M, H)
Active Learning (L, M, H)
Learning Strategies (L, M, H)
Monitoring (L, M, H)

- 5) What is the approximate salary \$ _____. Describe what you found out about the job outlook.
- 6) **List** the physical abilities that are significant to the performance of this occupation?
- 7) See “Getting Started” and check out the “links.” What did you look at and what did you find out?
- 8) Read the “Interview.” What did this person have to say about the occupation?
- 9) Using the “**School Finder**,” write down the names and locations of three colleges that have the major related to this field. (make sure you can complete the major at the schools – don’t put down transfer programs)

Student Questions For The Job Shadow

Use the remainder of the sheet to write at least three questions that you plan to ask your job shadow host.

- 1)
- 2)
- 3)
- 4)

Stop in and see your counselor following your job shadow. You will need to send a thank you note after you shadow – so remember to write down the individual’s name and address.